

COURT THORN PATIENT PARTICIPATION GROUP

Minutes of meeting held on Monday 29th January 2018 at Court Thorn Surgery at 1 pm.

Present: Tony Lainsbury, Chair (TL), Vikki Sant, Secretary (VS), Sally Hardcastle, (Treasurer) SH), Jennie Sutton(JS), Ken Sutton (KS), Catherine Robinson (CR), Georgina Beattie (GB), Nic Wiggett (Nic), John Poland, Fundraiser (JP), Michelle Heatherington, (M.H.), Doctor Iain Grainger.

Apologies: Sally Budd(SB), Margaret Riches (MR), Joyce Ousby (JO), Barbara Williams (BW) and Rachael Somerville (RS).

Welcome: TL welcomed everyone to the meeting and in particular MH attending her first meeting.

Practice News: Doctor Grainger welcomed everyone and gave the promised update in respect of equipment being considered for purchase by the Practice. After due consideration, it had been agreed not to consider purchase of a Bladder Scanner, priced at £7,500. He felt whilst there would be some benefit; it would be limited to a small number of patients. 3 items had been proposed viz a resuscitate mat for infants, which would be a useful aid as well as a valuable learning tool, a Spirometer costed at £1,400 and a 24hour BP machine at £1,400. It was agreed that the Practice purchase the above 3 items as soon as convenient. Nic to supply invoices to JP, which would be paid immediately. The practice was busy, but hopefully the worst of the flu epidemic has passed, although there will be a repeat of the epidemic in 6 months. A brief discussion followed in respect of research topics.

Minutes of the last meeting held on 4th December 2017

The Minutes were agreed as a true record.

Matters arising not covered in the Agenda

Research in General Practice: It was agreed following Dr Anderson's presentation at the last meeting that the PPG would actively support the practice being involved in research. The meeting noted there would be pressures on the practice administration, but looked forward to receiving more details to see what help may be required.

It was agreed that

Nic advise Dr Anderson and the Practice of the PPG support.

Dr Anderson to advise further details of topics possibly at the Health seminar on 21st June.

Finance

The Auditor had not completed his work on the Accounts for the year end, which will be ready for the next meeting. The PPG insurance policy has been paid and there was a small increase in premium from 2017.

Prescription Delivery Service

No issues to be reported and no new drivers have started.

Fundraising 2017

JP presented the final report, which showed a total raised of £5,361.59. It was pleasing to report that the sum raised was higher than previously forecast, thanks to the generous Sponsorship money from Barclays Bank, a generous donation from Heskett Parish Council and several anonymous donations. A great community effort. First Responders are holding £500 arising from the bar and the balance of £4,861.59 is in the bank.

Following a discussion JP was asked to write to Lauren Watson as follows:-

1. Are there operating instructions available and distributed to those carrying out monthly checks on defibrillators? Some people e.g. Southwaite have no instructions.
2. Who is responsible for the maintenance and upkeep of the defibrillators? Some costs appear to be paid by the Ambulance service.
3. Has First Responders set up an account to cover the maintenance and upkeep of defibrillators? What are the details of this account? Does it cover the Court Thorn Practice area or a wider area?

It was agreed that when the funds have been distributed the Sponsor a Heartbeat account at the Cumberland Building Society be closed.

Action JP

It was agreed to open a new account with the Cumberland Building Society in the name of Court Thorn PPG with the same signatories as Sponsor a Heartbeat. This account would handle all transactions in the name of Court Thorn PPG.

Action JP

Thank you letters had been sent out, but a number were still outstanding. It was agreed that Thank you letters be sent to JJ Graham, Lowther, Rose & Crown, Heskett, Daphne Sisson and team and Christine Steele.

Action VS

It was proposed that at the next Health Seminar on 22nd March consideration be given to having a presentation of the equipment as Dr Anderson would be present. Action JS/Nic

Health Seminars 2018

It was agreed that Health seminars take place on 22nd March, 21st June and 20th September. Sally Budd to book the Village Hall. Action SB

Health Seminar 22nd March ENT and Teeth

It was agreed that we need some topics for leaflets/posters, which presumably Dr Anderson will be covering? The suggestions included hearing loss, vertigo,

tinnitus, sleep loss, snoring and oral hygiene. Nic Wiggett to liaise with Dr Anderson. Action Nic

Health Seminar 21st June

It was suggested that part of this seminar is used to promote areas of research, including costings, suggested by Dr Anderson. It was proposed that in addition we try to cover Fitness to travel, travel medicine, hayfever and allergies and the use of a spirometer.

Health Seminar 20th September

It was suggested for this seminar we cover wellbeing, mindfulness, mobility and some mental health issues.

Nic Wiggett is happy to support PPG activities with leaflets, posters, newsletter and emails. She advised that she needed material for the PPG section on the website. It was agreed that JS keep Nic advised and the Website becomes a fixed item on future PPG Agendas.

Action JS/Nic

Any Other Business

Charity status

JP advised that securing sponsorship funding would have been easier if the PPG had charity status. It was agreed that this was the next logical step in the development of the PPG. JS pointed out that we fulfil most of the requirements in that we a Constitution, Minutes, Audited Accounts and even 4/5 Patrons. We need to have an AGM and set up terms of office for the main Officers. It was agreed to use Cumbria CVS as our guide. The meeting agreed to become a Member of Cumbria CVS.

Action JP/JS

Story Telling for Charities and Groups (working with the media)

Cumbria CVS are running a seminar titled Story Telling. It was agreed that this would benefit JS in her work for us on PR/Publicity / Advertising etc. It was agreed that PPG pay 50% of the cost of this seminar.

Action KS

Annual Report

It was agreed that previous annual or 3 yearly reports had been very useful in helping the PPG and its development. It was a very useful support for discussions with Funders. It was agreed to produce a report, which will need the help of many on the PPG in terms of details. TL and JS to look at requirements.

Action JS/TL/ All.

Younger Patients

Both GB and MH asked what support could be given to younger patients, including young Mothers? It was agreed to consider but a seminar on benefits may be helpful. It was agreed that we need to try and determine what could be helpful and who could deliver a seminar?

Next Meetings.

It was agreed to hold a brief meeting on 5th March to finalise details for the Health Seminar on 22nd March.

It was agreed to have the next meetings on 16th April and 11th June.

MEETING CLOSED AT 2.30 PM.